

**ALTOONA PLANNING AND ZONING COMMISSION MEETING**  
**May 31, 2011 -6:30 PM**  
**Altoona City Hall**

Members Present – Anne Lohmeier, Allison Hay, Jeda Blanchard, and Jill Pudenz.

Members Absent – Scott Henry and Dan Narber.

Staff – John Shaw, Chad Quick,

Guests – Dean Evans, Terry Coady (Snyder & Associates).

Lohmeier called the meeting to order at 6:30 p.m. with all members present except Henry and Narber.

#1 Consideration and recommendation of a final plat for Evans Acres Plat 2 (County Plat). Terry Coady (Snyder & Associates) presented the final plat. This is a one-lot rural subdivision with a large outlot for future development. The owners desire to finalize the plat to settle the estate. This lot presently cannot connect to the water line present because the water district is now defunct. The City is working to get control of the water district with Polk County. Altoona provides water to the district. A note has been added to the final plat stating that construction on a home will not be issued by Polk County until the water district issue is resolved.

Hay moved to recommend approval of the final plat subject to no building permit being issued until the water district issue is resolved. Seconded by Pudenz. Votes: Yes – Hay, Pudenz, Blanchard, Lohmeier; No – none. Motion approved 4-0.

#2 Consideration and recommendation of an ordinance amendment for Chapter 167.16 Temporary Use Permit. John Shaw, Community Development Director, presented the ordinance amendments. He outlined the changes that include taking tents down at the end of each day, on-site only commercial sales (eliminating off site vendors from setting up sales), and locally grown produce.

Blanchard moved to recommend approval of the ordinance amendments. Seconded by Hay. Votes: Yes – Blanchard, Hay, Pudenz, Lohmeier; No – none. Motion approved 4-0.

#3 Minutes of the April 26, 2011 meeting.

Pudenz moved and hay seconded to approve the minutes. Votes: Yes – Pudenz, Hay, Blanchard, Lohmeier; No – none. Motion approved 4-0.

Old Business – Lohmeier noted and Shaw updated the Commission on the status of the construction trailers still present at Eastpointe Center. The trailers have new owners and staff hopes the issue will be resolved soon.

New Business – The Commission decided to set the July meeting for 19<sup>th</sup> due to RAGBRAI being in town on July 27<sup>th</sup>.

Meeting adjourned at 6:55 p.m. Next meeting June 28, 2011 at 6:30 p.m.

Respectfully submitted,  
Chad Quick  
Planner